

14 January 2000

To: All ESC Users of Information Technology Services Program (ITSP) and ITSP Contractors

From: ESC/XPK (S. Linchey)

Subject: Notice of ITSP Procurement Automation Project (PAP) Start-Up

In my letter of 15 Oct 99, I notified you of our plans to create a uniform method for presenting vendor information using web-based technologies. The tools and processes to make this possible is the Procurement Automation Project (PAP). The XML User's Guide, the Data Type Definition (DTD) and the DTD specifications for PAP were posted on the HERBB on 12 Jan 00. Following is a brief description of the HERBB documents:

**XML User's Guide**

The XML User's Guide has been developed to assist companies in creating XML Documents which reflect their company's unique attributes that are consistent with PK criteria for selection. It is written from a commercial XML editor software perspective, namely CLIP!, and defines in detail each step required in the process of creating an XML document that is valid and consistent with the DTD Document. This document and the DTD Specification Guide should be downloaded and printed first as it will describe all of the steps in the creation process, from downloading the DTD and storing it, to their local machine, to validating and submitting their XML document to ESC/PK.

**DTDDoc.dtd** The DTD Document is the nesting architecture used to ensure all XML Documents are created the same and contain syntactically the same information. It is the document used to validate final XML Documents against a standard set of parameters. Information on the DTD can be found in Chapter 2 of the XML User's Guide.

**DTD Specification Guide**

The DTD Specification Guide makes up Appendix B to the XML User's Guide and contains all of the Elements and Attributes that may be required in the XML Document, specifying the Description, Occurrence, Syntax and Hierarchy of each element that may be contained in the XML Document. This document is referenced in the XML User's Guide several times and may be used to create XML documents against the DTD without the use of a commercially available XML Editor. However, this method is not recommended, as the creator of the document will have no way of determining, up front, the validity of the XML document prior to submission to ESC/PK. It is therefore recommended that the companies obtain a commercial XML editor, such as CLIP!, which will greatly assist them in completing their unique XML document.

All questions of a Program/Requirements/Policy and/or Contractual nature with regard to ITSP must be addressed to the ITSP Program Management Office (ESC/XPK): Steve Linchey – Contracting Officer (781) 377-8859; Susan Kennison – Program Manager (781) 377-8724 or Capt. Mark Restad – Contracts Manager (781) 377-6980.

All questions of a technical nature should be addressed to Mr. Jeff Earnest (SAIC) e-mail: [jearest@asset.com](mailto:jearest@asset.com)

//signed//

STEVEN C. LINCHEY  
Contracting Officer  
Contracted Support Management